

## Notice of a meeting of the

### **Environment and Climate Committee**

Monday 21<sup>st</sup> March 2022 at 7.30pm

All Saints Room, Civic Hall



**Members of the Environment and Climate Committee are summoned to attend a meeting on Monday 21<sup>st</sup> March 2022 at 7.30pm.**

#### **Admission of the public and media**

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960.

#### **Reports and minutes**

We add reports and minutes to our website.

#### **Recording, photographs, and filming**

The press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such members of the public may be recorded or photographed during the meeting.

We ask that anyone wishing to record or photograph the meeting notifies the Town Clerk before the start of the meeting.

#### **Public participation**

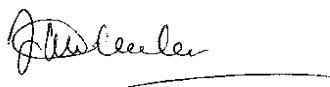
The Council welcomes the public's involvement in meetings, which must be in accordance with our rules (Standing Orders 30 - 32 on a matter before the Council).

**Please note that the wearing of masks both in the meeting and the communal areas in the Civic Hall is advisable but not mandatory. Participants will need to have a negative lateral flow test on the day of the meeting. Please do not attend if you feel unwell whatever the result of your test.**

At the relevant time during the meeting, the Chairman will invite members of the public to present their questions, statements, or petitions. To find out about participation, please email the Planning and Environment Officer at [lblake@didcot.gov.uk](mailto:lblake@didcot.gov.uk)

# Agenda

1. To receive apologies.
2. To receive declarations of interests. Members are reminded to declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's Code of Conduct.
3. To agree the minutes of the meeting held on 17<sup>th</sup> January 2022 as a true and correct record **(attached)**
4. Questions on the minutes and review the progress report **(attached)**
5. To note the Outdoor Services Report **(attached)**
6. To consider the Queen's Green Canopy/Jubilee Planting update and recommendations to Committee **(attached)**
7. To consider the Litter pick proposed project for Didcot report and the recommendations to the Committee **(attached)**
8. To consider the proposal from Cllr P Daves regarding future projects for the shared cycle path additions to visible desired lines on Ladygrove and the recommendations to the Committee **(attached)**
9. To consider the report regarding the next steps for the Splash Park and the recommendations to the Committee **(attached)**
10. To consider the re-installing the pathways on the Ladygrove Mound report and the recommendation to the Committee **(attached)**
11. To consider the Wheelchair Inclusive Swing progress report and the recommendations to the Committee **(attached)**



Janet Wheeler  
**Town Clerk**  
15<sup>th</sup> March 2022

**Voting members:**

Cllr A Macdonald (Chair)  
Cllr C Wilson (Vice Chair)  
Cllr M Walsh  
Cllr P Davies  
Cllr P Giesberg  
Cllr A Thompson  
Cllr A Hudson

**Nominated Substitute Members**

Cllr P Siggers  
Cllr A Sandiford  
Cllr D Macdonald  
Cllr J Durman  
Cllr D Chandran

## Didcot Town Council

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### **Environment & Climate Committee** Monday 17<sup>th</sup> January 2022 at 7.30pm Ladygrove Room, Didcot Civic Hall



## **Minutes**

Note: These minutes are subject to approval as a true and correct record by the next meeting of this committee.

### **PRESENT**

#### **Councillors:**

A Macdonald (Chair)  
P Davies  
A Hudson  
A Thompson  
P Giesberg  
M Walsh

#### **Officers:**

Mrs J Wheeler (Town Clerk)  
Mrs L Blake (Planning and Environment Officer)

#### **Others present:**

Member of Sustainable Didcot

### **59. To receive apologies.**

Cllr C Wilson (Vice Chair) tendered their apologies.

### **60. To receive declarations of interest.**

Councillor A Macdonald declared that his District Councillor Community Grant was included in the funds received for the wheelchair swing project (agenda item 14).

No other declarations of interest were received.

### **Public participation**

Cllr A Macdonald proposed suspending standing orders to allow the member of Sustainable Didcot to address the Committee regarding agenda item 12, their Wildlife Café event proposal.

All members agreed.

The member of Sustainable Didcot spoke regarding the proposal. Sustainable Didcot are currently involved in a range of different and sustainable projects, the newest being 'Wild Didcot'.

It is hoped that the Wildlife Café event will 'kick off' the project in the spring, and encourage residents, businesses, organisations, and the community to improve their local environment. Initially making improvements to their own gardens and working them in a more wildlife friendly way.

Sustainable Didcot hope that Didcot Town Council will support the event by allowing them to use the Civic Hall as the 'base' and donate some funding, as the event aligns closely with the Council's own initiatives.

The Committee re-entered standing orders and Cllr A Macdonald proposed that the Committee amend the agenda to allow agenda item 12, 'To discuss the proposal of a Wildlife Café event from Wild Didcot, a subgroup of Sustainable Didcot, and the recommendations to the Committee', to be considered first to enable the member of Sustainable Didcot to listen to the deliberations.

All members agreed.

### **61. To discuss the proposal of a Wildlife Café event from Wild Didcot, a subgroup of Sustainable Didcot, and the recommendations to the Committee**

The Committee considered the proposal.

It was confirmed during discussions that the Wildlife Café event would consist of stands and stalls, activities for families and talks from organisations. It was hoped Didcot Town Council would have a stand to advertise what the Council were doing to help the environment.

As the proposal was requesting free use of the Civic Hall, the Café area and a financial contribution, the Committee recommended that Sustainable Didcot apply for Grant Aid from the Town Council. The Town Clerk would forward the application. This would then be discussed at the next meeting of the Finance and General Purposes Committee on 28<sup>th</sup> February 2022, if received in good time.

It was proposed by Cllr P Davies, seconded by Cllr A Macdonald, and **RESOLVED** to encourage and support Sustainable Didcot in applying for Grant Aid.

All members agreed.

The member of Sustainable Didcot left the meeting at this point.

**62. To approve the minutes of the meeting held on the 15<sup>th</sup> November 2021.**

It was noted that Cllr P Giesberg's name was missing from the attendance list.

It was **RESOLVED** to **APPROVE** the minutes as a true and accurate record of the meeting, subject to the amendment, and note them as such.

**63. Questions on the minutes and review the progress report.**

The Committee heard the updates for each item as listed on the following 2 pages.

DRAFT

Action	Topic	Responsible	Rating	Meeting 15.11.2021	Meeting 17.01.2022
Tyne Avenue		Councillors	Amber	<p>A letter was sent to the Football Club on 17<sup>th</sup> September 2021 (letter sent to Cllrs with agenda). A second recorded letter was sent on 13/10/21 and was received on 14/10/21. No response has been received.</p> <p>It was agreed that DTC contact the Football Club to try to arrange a meeting to discuss this matter.</p>	<p>Response received from DTFC 4<sup>th</sup> January 2022 via email (original letter was sent via post in December but not received) and forwarded to Committee members.</p> <p>DTFC are happy for the Town Council to maintain the verge on Tyne Avenue.</p> <p>The matter was on the agenda for consideration.</p>
Edmonds Park Play equipment		Councillors	Amber	The park was being monitored.	All play equipment will be monitored. monitored.
Edmonds Park Pavilion (construction) & Splash Park		Officers	Amber	Planning permission had been granted. A date for the next Pavilion and Splash Park Working Group will be arranged by the Property and Facilities Manager.	A further meeting of the Working Group will be arranged.
Ladygrove Sandpit – Improvement of Ladygrove Park		Officers	Amber	The OSM had been waiting on quotes for the work and relocation of equipment.	This will be looked into once the new OSM has been appointed.
Bus Shelter adoption		Officers	Amber	There PEO was waiting on an update on the draft agreement from Taylor Wimpey.	The PEO had enquired on the progress and to date, no update had been received.
Creation of 'wild' areas of the Town Council's parks		Councillors	Amber	The matter was addressed in the Outdoor Services Manager's report.	The matter was addressed in the Outdoor Services report.
Installation of Notice board at Corner Stone		Officers and Councillors	Amber	No further update had been received.	No further update had been received.

				Planning permission was discussed.	
Wildflower Meadow, Mowbray Fields		Officers	Amber	There was no update to report.	No further update had been received.
Tidying up of the noticeboards		Officers	Amber	The work would be completed during the winter months.	Work was to be arranged for early 2022.
Wheelchair Inclusive Swing		Councillors & Officers	Amber	The Councillor Community Grant was applied for on 30/09/2021.	The matter was on the agenda for consideration
Beekeeping policy on allotments		Councillors & Officers	Green	The matter was addressed in the Outdoor Services Manager's report for consideration. The policy was agreed.	The policy was agreed at the last Committee meeting.
Jubilee – Avenue of Trees		Councillors & Officers	Amber	The matter was discussed at the Jubilee Working Group and Officers are investigating opportunities for funding.	The matter was on the agenda for consideration.
Installation of a full end panel to the shelter outside Cineworld		Officers	Amber	The order for the panel was sent to the production team on 1 <sup>st</sup> October 2021. A permit will be needed for the work to be carried out on site. Installation was due on 19 <sup>th</sup> November 2021.	The end panel was fully installed by 23 <sup>rd</sup> November 2021.





### Edmonds Park

An update on the Welfare Units was requested. The Town Clerk informed the Committee that the item would be discussed at the next Finance and General Purposes Committee.

The Town Clerk also informed the Committee there had been lots of work going on behind the scenes on the new Pavilion for Edmonds Park and a meeting of the Pavilion and Splash Park Working Group, will be arranged.

### Ladygrove Lakes Fencing

Cllr P Davies enquired as to the progress of removing the fencing at the lakes and suggested that if the EA had not been in touch, to just remove the fencing.

It was **RESOLVED** to remove the fencing if there were no longer any safety concerns.

The Town Council will liaise with the Fishing Association.

### Relocation of Table Tennis Table – Edmonds Park

Cllr M Walsh asked for confirmation on the decision of the relocation. As the Town Council's Cleaner had been asked to regularly clean the table in future, it had been resolved to leave the table in situ.

### Cemetery Gate

Upon further discussion, the Committee **RESOLVED** to investigate the costs of installing a gate and the ongoing costs of opening and closing it, 7 days a week.

It was also resolved to ask the Police to monitor the cemetery for anti-social behaviour so that it can be reviewed.

### Ladygrove Park – Funfair

Cllr P Davies asked the Town Council to ensure that the Park Run are informed when events are booked in Ladygrove. It was agreed to inform parkrun of future bookings.

It was **RESOLVED** to ensure that all Didcot events, where possible, are added to the Town Council's website.

### Metal Detecting

Cllr P Davies asked for confirmation of when the decision regarding not allowing metal detecting on Town Council owned land, was made. Officers would investigate.

### Table Tennis Tables

The Town Clerk explained that the ground surrounding the Table Tennis Tables, especially in Ladygrove, had become extremely muddy due to continual use.

The Town Clerk asked the Committee to consider approving the purchase of grass matting around the tables. Cllr M Walsh asked for all the tables to have the matting installed.

It was **RESOLVED** to investigate the costs of providing rubber matting for all three of the Table Tennis Tables.

### Installation of noticeboard at Cornerstone

The Town Clerk updated the Committee on the noticeboard at Cornerstone. Sustainable Didcot had asked the Council to allow their Outdoor Team to install it.

All members agreed this could be done.

## **64. To consider the Outdoor Services report.**

The Committee noted the Outdoor Services Manager's report.

### Events

Edmonds Park:

- **Town Fayre** – Saturday 6<sup>th</sup> August 2022 – awaiting booking form.
- **2-day Tournament** – 12<sup>th</sup> – 13<sup>th</sup> June 2022  
Didcot Town Football Club, Youth

It was **RESOLVED** to approve these dates.

The booking procedure for the football pitches will be reviewed.

### Trees

Tree inspection were being organised by the Town Clerk, in the absence of an Outdoor Services Manager.

The Committee noted the updates on the replacement trees for Edmonds Park.

**65. To consider the report as to whether to replace or repair the zip wire in Ladygrove Park and the recommendations to the Committee**

The Committee had previously resolved to commit to the repairs on the zip wire, costing £8762.08 plus VAT in Ladygrove Park. Upon closer inspection it was noted that the wooden timbers had rotten and did indeed need to be replaced.

The Committee questioned the safest surface for underneath a new zip wire and asked Officers to contact ROSPA for advice on this.

It was **RESOLVED** to replace the zip wire, using Company A, following advice from ROSPA regarding the safety surface.

It was also **RESOLVED** to use CIL payments and apply for S106 funds to make up the difference between the cost of a repair, and the cost of a replacement.

**66. To consider the estimated quote for a Waterwell Borehole at the lakes in Ladygrove**

The Committee considered the report.

It was noted that the company who had visited the site was a specialist in this field. The Committee considered the costings and the stages of the suggested work.

It was **RESOLVED** to commit to the first 2 stages of the report from Nicholls Boreholes, to have a Borehole prognosis report carried out, to determine at what depth water is expected and the drilling conditions, for an approximate cost of £455.00, and to have a dowser visit the site to dowse with the traditional method to find water, at an approximate cost of £350.00.

The total cost of the first two stages would be **£805 + VAT**.

All members agreed.

**67. To consider the maintenance of the 2-metre strip of grass at Tyne Avenue, Ladygrove and the recommendations to the Committee**

The Committee considered the report. The Town Clerk raised her concerns regarding the fact that DTFC had not specifically confirmed ownership of the land, and therefore raised further concerns as to whether the Council's Outdoor Team would be covered by the insurance to work there.

The Committee **RESOLVED** to respond to the Football Club and pursue with the mowing of this 2m space.

**68. To consider the cemetery service charges report for residents who reside on the Great Western Park Development, and the recommendations to the Committee**

The Committee considered the report.

Due to limited space in the cemetery, the Committee debated the charges for all residents in Didcot and Great Western Park.

The Committee voted on the proposal, whether Great Western Park residents who live outside the Didcot Parish Boundary, should have a separate charge for using the cemetery, or pay the same as Didcot residents, instead of paying the non-Didcot resident fee.

There were three votes for the proposal and three votes against.

Due to the equality of votes, the Chair exercised his right to a casting vote as per section 26 of the Standing Orders.

This resulted in four against the proposal and three in favour.

It was **RESOLVED** to charge all residents outside of the Didcot Parish Boundary the same non-Didcot resident fees for services within the cemetery.

**69. To discuss the Tiny Forest project for Loyd Recreation Ground and the agreement, and consider the recommendations to the Committee**

The Committee considered the report and noted that the chosen location did not belong to Didcot Town Council and therefore no legal agreement could be signed.

The Committee considered the various other pre-approved locations in Didcot and **RESOLVED** to submit site 2 at Edmonds Park to Earthwatch for consideration.

If approved the Committee was happy for the project to progress.

**70. To consider the Queen's Platinum Jubilee Avenue of trees in Ladygrove report, and the recommendations to the Committee**

The Committee considered the report and were keen to progress this project with advice and funding from the Trust for Oxfordshire's Environment (TOE) as "*Planting*

*an avenue in one of Didcot's public green spaces would fit all the funding criteria of our Local Environment Fund."*

The Committee noted that the next deadline for applications for funding would be 20<sup>th</sup> April 2022 and that the application could include the replacement of trees lost in storms, the replacement of the commemorative trees and the avenue of trees project.

The exact location of the avenue would need to be agreed.

It was **RESOLVED** to arrange a site visit and invite all Councillors so that a decision can be made regarding the location.

The PEO would arrange this.

**71. To discuss the proposal from the National Tennis Association and the Lawn Tennis Association, regarding Edmonds Park and Ladygrove Park, and the recommendations to the Committee**

The Committee considered the proposal from the NTA and the LTA.

The loss of the free leisure facility in Edmonds Park was a concern, as the courts include Basketball and Netball provisions which were regularly used.

The Committee questioned if the proposal could be amended, to include only the courts in Ladygrove. The Town Clerk explained that funding had provisionally been ear marked for both sites but could contact NTA and the LTA regarding this request.

It was **RESOLVED** to contact both the NTA and the LTA to ask if they would consider the one site at Ladygrove.

**72. To note the update on the Inclusive Swing project and consider the recommendations to the Committee**

The PEO informed the Committee that the Town Council had received a revised award letter and had actually been allocated 100% of the District Councillor Community Grant amount, which had been applied for.

The Committee **RESOLVED** to approve a meeting with the residents who had responded to the Wheelchair Inclusive letter, to discuss the next steps of this project.

The PEO would arrange this.

**The meeting closed at 21:20**

Signed: \_\_\_\_\_ Chair

Date: \_\_\_\_\_

Action	Topic	Responsible	Rating	Meeting 17.01.2022	Meeting 17.01.2022
Tyne Avenue		Councillors	Amber	<p>A response was received from DTFC on 4<sup>th</sup> January 2022 via email (original letter was sent via post in December but not received) and forwarded to Committee members.</p> <p>DTFC were happy for the Town Council to maintain the verge on Tyne Avenue.</p> <p>The matter was on the agenda for consideration.</p>	<p>A further letter was sent by registered post to DTFC on 25<sup>th</sup> January 2022, asking for the club to sign an agreement (attached, 4a).</p> <p>The PEO made further contact on 8<sup>th</sup> March 2022 in regard to a response to the agreement. DTFC replied that they are <i>“happy for the council to cut this section of grass and fully appreciate this does not constitute any ownership liabilities, we are grateful for the Council’s support to ensure this area is properly maintained whilst the continuation of the ownership discussions is still under review.”</i></p>
Edmonds Park Pavilion (construction) & Splash Pad		Officers	Amber	<p>Planning permission had been granted for the Pavilion. A date for the next Pavilion and Splash Park working group was to be arranged by the Property and Facilities Manager.</p>	<p>A meeting was held on 11<sup>th</sup> February 2022. Notes from this meeting are attached to this progress report (4b).</p>
Ladygrove Sandpit – Improvement of Ladygrove Park		Officers	Amber	<p>The new OSM will look into the progress of this once in post.</p>	<p>The Train and Carriage chosen by the Committee for the sandpit, have been ordered.</p>
Bus Shelter adoption		Officers	Amber	<p>The PEO was waiting on an update on the draft agreement with Taylor Wimpey.</p>	<p>No further update has been received.</p>
Creation of ‘wild’ areas of the Town		Councillors	Amber	<p>This matter was addressed in the Outdoor Services Manager’s</p>	<p>The matter is addressed in the Outdoor Services report – but the areas have been planted.</p>

Council's parks				report.	
Installation of Notice board at Corner Stone		Officers and Councillors	Amber	There was no update to report.	The Outdoor Supervisor will meet with Sustainable Didcot w/c 14 <sup>th</sup> March 2022 to discuss installing the board.
Tidying up of the noticeboards		Officers	Amber	The work would be completed during the winter months.	Work on this will be arranged for early 2022.
Wheelchair Inclusive Swing		Councillors & Officers	Amber	It was approved to arrange a meeting with residents who had responded to the open letter, to discuss the possible next steps.	The matter is on the agenda for consideration.
Jubilee- Avenue of Trees		Councillors & Officers	Amber	A site visit was arranged for 27 <sup>th</sup> January 2022. Cllrs D Macdonald, P Davies, P Siggers, A Hudson and D Rouane attended.	The matter is on the agenda for consideration.
Cemetery Notice Board		Officers	Amber		The new noticeboard was supposed to be delivered w/c 14 <sup>th</sup> March; however, it had arrived badly damaged at the supply company's office so has been re-ordered. Delivery is due in approximately 3-4 weeks.
Cemetery Access Path		Officers	Green		It was approved at the meeting on 15 <sup>th</sup> November to accept the quote to install a new access path at the cemetery. Work on this was delayed due to the weather, however, it was completed on 10 <sup>th</sup> March 2022.



					
Installation of rubber matting for the Table Tennis tables		Officers	Green		<p>Rubber grass matting was installed on all 3 table tennis tables w/c 7<sup>th</sup> March 2022.</p> 

## Didcot Town Council

25<sup>th</sup> January 2022

Didcot Town Football Club  
GWR Loop  
Meadow Stadium  
Bowmont Water  
Ladygrove  
Didcot  
OX11 7GA



Dear Didcot Town Football Club,

RE: CONFIRMATION OF THE MAINTENANCE OF THE 2M GRASS STRIP ON TYNE AVENUE

Thank you for your letter dated the 3<sup>rd</sup> December 2021 and the confirmation that Didcot Town Football Club would have no objections to Didcot Town Council including mowing the first 2m of grass on Tyne Avenue, within the regular Council grass cutting plans in Ladygrove, in the future.

For clarity, Didcot Town Council will only be cutting the 2m of grass immediately adjacent to the public footway on the south side of Tyne Avenue. As can be seen by the photos below (marked with a red line for visual guidance) at around 2m width. The 2m wide area to be included in the mowing schedule is simply a clear, most level, 2m wide strip.





Didcot Town Council would like to reiterate that we will not take any responsibility for the maintenance and upkeep of any tree, structure, or anything else, other than the mowing of the 2m grass stretch, within this area.

Didcot Town Council will require Didcot Town Football Club to confirm the details of this arrangement by signing and returning the attached document.

It is hoped that the established mowing of this strip will prevent the nettles from returning and keep the path safe and clear for the school children to use and the Council would like to thank you for your agreement in this matter.

Didcot Town Council's insurers require Didcot Town Football Club to confirm the details of this arrangement by signing and returning the attached document.

If you have any further questions regarding this, please do not hesitate to contact us.

Yours sincerely

*Lucy Blake*

Lucy Blake  
Planning and Environment Officer  
On behalf of the Environment and Climate Committee



**AGREEMENT OF THE MAINTENANCE OF THE 2M GRASS STRIP ON TYNE AVENUE  
BETWEEN DIDCOT TOWN FOOTBALL CLUB AND DIDCOT TOWN COUNCIL**

DIDCOT TOWN FOOTBALL CLUB, AS LANDOWNERS OF THE 2M GRASS AREA ON TYNE AVENUE, GIVE PERMISSION FOR DIDCOT TOWN COUNCIL TO INCLUDE THE MOWING OF THIS AREA WITHIN THEIR REGULAR MOWING SCHEDULE.	YES	NO
DIDCOT TOWN FOOTBALL CLUB UNDERSTAND THAT DIDCOT TOWN COUNCIL WILL NOT TAKE ON ANY RESPONSIBILITY FOR THE MAINTENANCE/UPKEEP OF ANY TREE, STRUCTURE, OR ANYTHING ELSE, OTHER THAN THE MOWING OF THE 2M OF GRASS, WITHIN THIS AREA	YES	NO
DIDCOT TOWN FOOTBALL CLUB CONFIRM THERE WILL BE NO FINANCIAL EXCHANGE FOR THIS AGREEMENT	YES	NO

Signed: .....

Position: .....

Date: .....

By signing this document, you are agreeing to the terms as listed above.



## Didcot Town Council

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# Meeting of the Pavilion and Splash Park Working Group, All Saints Room, Didcot Civic Hall

11<sup>th</sup> February 2022

Report author: Janet Wheeler



## Notes from the meeting

In attendance:

Cllr J Moody

Cllr P Siggers

Cllr P Davies

Cllr A Hudson

Cllr A Macdonald - Chair

Cllr D Macdonald (Leader of Didcot Town Council)

Officers:

Nicholas White (Property & Facilities Manager)

Lucy Blake (Planning and Environmental Officer)

Stuart Mundy (Projects and Services Officer)

Janet Wheeler (Town Clerk)

### 5. Apologies

Apologies were received from Cllr D Chandran and M Khan.

### 6. Declarations of interest

None received.

## Summary of decisions taken at the meeting

### 7. Splash Park (as confirmed in the email from Lucy Blake on 11<sup>th</sup> February 2022)

- Splash park to use the re-circulating system due to the environmental and financial benefits.

- Preferred location is adjacent to the site which has planning permission for the new Community Pavilion.
- Officers are investigating a potential site at the Wave Swimming Pool with SODC in case this is a more beneficial location.
- Vote = 1 for site 4 near the Wave and 5 for preferred site alongside the proposed Community Pavilion.
- Size of Splash Park will be approx. 150m<sup>2</sup> – allows for 10-15 water features – some above ground and some below ground.
- Officers to create a tender package to be available by the end of February 2022

Site meeting set up with a company on Weds 16<sup>th</sup> February at 10.00am at Edmonds Park. All welcome to attend.

## 8. Edmonds Park Pavilion

Planning application P21/S2646/FUL approved. Next stage is technical design and overall specification.

- Consideration of traditional build compared to off-site build. Working group opted for off-site build.
- Pitched roof rather than flat roof.
- BREAM excellent will drive costs – may need to appoint a specialist to support the BREAM criteria.

## 9. Rough off site building costs

Off site build could be in the region of £1.4m with a pitched roof. Offsite could be quicker than traditional build on site option.

Allow another £100,000 for groundworks on top.

### **Rough costs are as follows:**

Changing rooms and officials – 136m<sup>2</sup> at £2800 - £389,000

Plant and bins – 12ms at £1500 - £18,000

Break out 1 & 2 – 63m<sup>2</sup> at £1700 - £108,000

Kitchen, Toilets, Storage – 61m<sup>2</sup> at £2800 - £171,000

Foyer/entrance – 81m<sup>2</sup> at £2350 - £191,000

Community Space – 96m<sup>2</sup> at £1500 - £144,000

Covered Terrace – 33m<sup>2</sup> at £800 - £264,000

Additional roofing costs - £220,000

Contingency - £100,000

Budget: £1.37m delivered. Much of the roofing will be done onsite but the fabric up to 2.5m of the building will be completed in the factory.

£100,000 for groundworks on top but must be specified by a grounds company.

Overall: £3000 per m2.

## 10. Funding

- 20 year loan for £1 million will cost in the region of £60,000 (at current rates)
- DTC already pays £122,604 per annum for current loans which are not due to expire until approx. 2035.
- Any extra funding to cover loan repayments (over and above the precept level) would be the subject of a public consultation demonstrating support for the project and the consequent precept increase.
- To avoid an issue with the Capital Goods Scheme and claiming back of VAT, the Council should **opt to tax** the pavilion right at the start of the build (or create a TRUST – see below). Any VAT spent on the building works would then be part of the normal VAT return and would not affect the de-minimus level – the sum we can claim back – which is set to a total goods of £7,500 and no more.
- If the Council opts to tax the building any hire charges would be subject to VAT.

BUT – it may be possible to manage the new Pavilion as part of a Trust.

### ADVANTAGES OF A TRUST

- The whole construction would be zero-rated.
- VAT would not be added to hire charges.
- As a charity there may be access to applying for grants that are not available to a Town or Parish Council.
- Exemption from business rates (NNDR) should also apply.

### DISADVANTAGES OF A TRUST

- The pavilion would need to be run as a separate entity – either with DTC as a sole trustee or with additional trustees.
- Separate charity accounts would need to be raised every year
- Separate PAYE scheme for staff – OR DTC charge a fee to the trust to provide management cover from DTC staff.
- Requirement for regular Trust meetings – but as a private entity these do not have to be open to the public.

Grants; S106 and CIL would help to keep the costs manageable and enquiries have been made with SODC and also the Garden Town.

SODC confirm that we hold £201,901.62 of CIL money as at March 2021 plus two further sums received in the current financial year of £106,561.20 and £10,395.05.

**This leaves a total of £318,857.87.**

Appropriate legal advice would be required if the Council chooses to run the new Pavilion as a Trust.

### **Public Works Loans Board (PWLB)**

- More complicated than previously.
- Town and Parish Councils report that the process is more cumbersome.
- Average approval time is approx. six months
- Limited to a maximum of £500,000 in any one year -however it may be possible to have the loan paid in stages.
- Loans over £500,000 require a letter of permission from the Secretary of State and possibly a business plan.
- Fixed interest rate is set on the day of the loan and will not change.
- Long term loans provide the best value - up to 50 years but typically with a repayment over 20 – 25 years.
- There is a variable rate option but this is more expensive.
- Early repayment is possible but fees will be levied.

### **DECISION TAKEN**

- Town Clerk to continue to explore any grants from the Garden Town or SODC.
- Application to commence for £1.5m loan from the public works loans board
- Town Clerk to get professional and possibly legal advice on the creation of a trust to manage the new pavilion.

The forms for the PWLB will need to be approved and minuted at the full Council meeting on 7<sup>th</sup> March 2022.

Meeting closed at around 8pm.

Janet Wheeler  
Town Clerk  
11<sup>th</sup> February 2022



## Environment and Climate Committee

21<sup>st</sup> March 2022 at 7.30pm

Report author: Lucy Blake



## Outdoor Services Report

### Introduction

1. This report updates the Committee on all matters regarding the Outside Services.

### Recommendation

2. The Committee is asked to review the report, note any updates, and consider decisions and actions to be made, where required.

### Allotments

3. It was agreed at the meeting on 19<sup>th</sup> July 2021, to allow a trial period of keeping bees on an allotment plot. The one-year trial period was due to commence from 1<sup>st</sup> April 2022.

Due to the loss of expertise in beekeeping in the Outdoor Services Manager, it is recommended that the Committee consider postponing a trial period of allowing bees on the allotments for a further year.

It is also recommended to postpone the purchase of Council owned bumble bee pods until the same time.

### Recommendation

The Committee should consider postponing the purchase of bumble bee pods and the beekeeping trial period on the allotments, until 1<sup>st</sup> April 2023, to enable the new Outdoor Services Manager to research what will be required of him and whether this is something he would be comfortable with managing.

4. The suggested burn dates the 2022 burns, are:
  - 11<sup>th</sup> – 24<sup>th</sup> April 2022 (inclusive)
  - 24<sup>th</sup> October – 6<sup>th</sup> November 2022 (inclusive)

Weather permitting - It will be down to Officer's to decide at the time whether it is suitable for the burns to continue.

### **Recommendation**

The Committee should consider approving these dates for the 2022 burns, weather permitting.

5. Communication with the local Schools regarding wildlife areas on the allotments is ongoing. It is hoped the new OSM will be able to progress this further once in post.

## **Cemetery**

6. There have been four full burials and two cremated remains burials since the last meeting of the Environment and Climate Committee.
7. A request has come in for an extra cremated remains burial on an end cremation plot in the Kynaston Road cemetery. All the cremation plots in the cemetery are double, meaning 2 sets of ashes can be interred in the space. A resident had purchased a plot, which happens to be on the end of a row and has had one relative interred. It is planned for the owner's ashes to be interred in the same space when the time comes. The owner has a poorly adult child and has requested that when the time comes, their ashes be allowed to be interred in the space also. In an average cremation plot, there would be no extra room for this, but the family have requested to use some of the space next to the grave and are willing to pay the additional cost of an extra plot.



The red square shows where the extra space can be located. As this is at the end of the row, it will be next to the access path.

### **Recommendation**

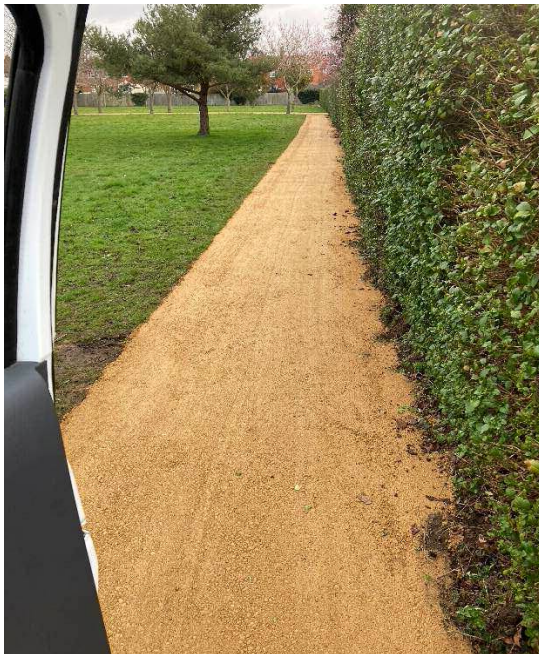
The Committee is asked to consider whether to allow an extra interment at the side of the grave for the required fees.

8. A Memorial bench application has been received for a Grade A, Teak Wood (Honey Brown/Tawny Gold) bench to be installed in the cemetery in memory of a Didcot resident interred in the cemetery. The applicant has a location in mind, between two trees, and there is room for it to be placed there.

### **Recommendation**

The Committee should consider approving this memorial bench application.

9. Work on the new access path in the cemetery, which was agreed at the 15<sup>th</sup> November meeting, was completed on 10<sup>th</sup> March 2022.



10. The new noticeboard for the cemetery was delivered to the supplier's head office badly damaged, so a replacement has been ordered. It is expected to arrive by the end of March 2022.
11. When overseeing a private interment in the Kynaston Road cemetery, DTC do not have their own soil box which would allow the grieving families to sprinkle soil in the grave when paying their respects.

Year 11 Engineering students at St. Birinus School are creating a hand made cemetery soil box for families to use at the graveside in the cemetery. The students

are doing this in-between our regular activities and commitments It is hoped to be finished in the coming weeks.

## **SODC Deep Cleanse**

12. SODC contacted DTC regarding areas in Didcot in need of extra cleansing. The PEO emailed all Councillors for their opinions. The locations sent into SODC, were:

- Barnes Road
- Mowbray Road
- All the 'Yellow Brick Roads' in Ladygrove
- Block paved shared path link from stopped up old Cow Lane to Mersey Way parallel to the stream passing Foudry Close and Plym Drive
- Block paved shared path link from Roding Way to Westwater Way the one that passes the copse
- Baden Powell Way
- Fleetmeadow

The Deep Cleanse for Didcot is scheduled for between 4<sup>th</sup> April 2022 and 11<sup>th</sup> April 2022.

## **Parks General**

13. The replacement parts for the damaged Outdoor Gym equipment have been installed in Edmonds Park.

14. Willowcroft Community School will be litterpicking in Edmonds Park for one week commencing 4<sup>th</sup> April 2022. Their aim is for year 6 students to help educate year 1s on recycling and being environmentally conscious. DTC are supplying bin bags for the students. All rubbish will be disposed of by the school.

15. The wooden surrounds around the barked areas in most of the parks, need replacing and the bark topping up to remain safety compliant. The parks are Edmonds Park, Great Western Park, and two areas in Ladygrove Park (the group swing and the older child area).

A quote has been received to replace all the wooden surrounds and amounts to **£1332.39** (ex. VAT). This would be for:

- 102 wooden half rounds (3.6mx100mm)

- 35 half round stakes (900mmx100-125mm)
- 10 Soft wood sleepers (2.4mx100x200mm)

16. Approximately 400 Timber bolts (75mm 3inch decking screws) will be needed. These cost **£9.20** (ex. VAT) per box of 200.

17. The amount of play bark needed for topping up these areas will be approximately 60, tonne bags. Quotes have been requested for this and it is hoped that they will be available by the date of the meeting.

18. Didcot Town Council have a 'Bark top-up' (cost centre 3149) budget of £3,000.

### **Recommendation**

The Committee is asked to consider this quote to replace the timber surrounds of the bark areas in the above-mentioned Play Parks at a cost of **£1350.79** ex. VAT (timber and bolts). The cost of this can be taken from 2021-2022 'Play Bark top-up' budget.

The remainder of the budget could be added to 2022-23 budget to allow the bark to be topped up.

Officers will continue to gather quotes for topping up the play bark.

### **Ladygrove Park**

19. The replacement zip wire quote from Company A (Centurian Services) for **£12,984.60** + vat (to install a new zip wire, bark safety surface and to replace the timber edging) was agreed by the Committee (£10,307.60 will be taken from cost centre 3153 'Play equipment maintenance' and £2,677 will be taken from cost centre 3153 'Ladygrove Park Maintenance').

The company has ordered the zip wire and will inform DTC when the equipment is due to be delivered and when work will commence on site.

### **Smallbone Recreation Ground**

20. The trampoline at Smallbone Recreation Ground was damaged. The company who had originally supplied and installed the equipment sent a representative out on 10<sup>th</sup> February 2022 to fix the trampoline, free of charge:





### **Welfare Containers for Edmonds Park**

21. The Property and Facilities Manager is continuing to investigate this and obtain quotes for the units.

### **Ladygrove Lakes**

22. It was agreed at the last meeting of the Environment and Climate Committee to proceed with the first 2 steps of the borehole plan, as proposed by Nicholls Countryside Construction Limited at a cost of £805 + VAT.

23. After consulting with the Ladygrove Fishing Association, the fencing surrounding the smaller lake was removed.

### **Wildflower areas**

24. The wildflower areas previously agreed by the Committee, have been planted at the banks at the entrance to Edmonds Park and in Marsh Recreation Ground.

## Events

### 25. Ladygrove Park

**Sunday 22<sup>nd</sup> May 2022, 7am-5pm** – Didcot Railway Centre Transport Rally organised by the Great Western Society, Didcot Railway Centre.

Brief Description of event:

- Free to enter
- Like to exhibit various vintage cars
- Use the tarmac area to turnaround vintage buses for free rides to outlying villages
- Provide portable toilets and some commercial outlets (food/coffee)
- Full public liability insurance, will provide risk assessments, staffing and will clear up after the event
- Have the option to provide a miniature ride on railway

#### **Recommendation**

The Committee is asked to consider the requested dates for this event.

26. No other official applications for events on Council owned/leased land have been received.

## Trees

### 27. Trees from Woodland Trust

The Town Council received a mix of over 400 tree saplings from Woodland Trust and the Outdoor Services Team have planted them throughout the town at the following locations:

- Outside the front of the Civic Hall (Broadway side, along brick wall)
- Broadway allotments (inside the brick boundary wall)
- Ladygrove field, in between the newly installed bollards and along the verge
- Ladygrove mounds
- Ladygrove Park, left hand side of main entrance to car park
- Marsh Recreation ground, within the wildflower area
- A few wild cherry trees were planted in the cemetery to replace those lost in storms over the past few years
- Stubbings Land, along the boundary with Great Western Park

### 28. Queen's Jubilee – Green Canopy

*Please see separate report.*

29. Commemorative trees

The TOE application for the Queen's Green Canopy, includes extra trees to replace the commemorative trees which were lost.

30. The large Cherry Tree in Smallbone Rec, which was cut down at the end of 2021, can also be replaced with a tree covered by the TOE funding application.

31. The fruit trees which had been planted in Broadway allotments have been relocated to the wildflower area on the Broadway.

32. The Town Clerk is progressing the work on the Tree Inspections.

## **Staffing**

33. Two members of the Outdoor Team attended and passed a 2-day Chainsaw Felling course on the 9<sup>th</sup>-10<sup>th</sup> March.

34. Two members of the Outdoor Team have been enrolled on an IOSH course. The Outdoor Services Supervisor has completed and passed the course; the second member of staff has almost completed it.





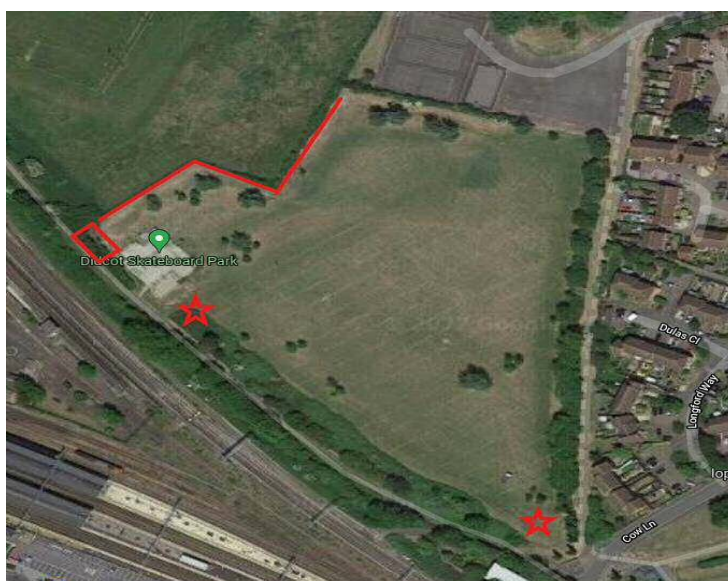
## Environment and Climate Committee

21<sup>st</sup> March 2022

Report Author: L Blake

### Queen's Green Canopy/Jubilee Planting update

1. Cllr P Davies proposed at the Environment and Climate Committee meeting on 13<sup>th</sup> September 2022, that the Council consider installing an avenue of trees in Ladygrove Park, for the Queen's Platinum Jubilee in 2022. It was resolved to investigate funding at that meeting.
2. Funding options included applying to TOE (Trust for Oxfordshire's Environment). The Town Clerk, the PEO and the Chair of the Environment and Climate Committee attended a virtual meeting with a representative from TOE on 11<sup>th</sup> January 2022.
3. A site meeting was held on 27<sup>th</sup> January 2022 and was attended by Cllrs A Macdonald, P Davies, P Siggers, D Rouane, A Hudson, the PEO, the Outdoor Supervisor and his Deputy. It was decided to install 2 small, wooded areas and a hedgerow along the boundary line (summary of the meeting is attached 6a).



The red stars indicate the locations of the 2 small, wooded areas.

The red line indicates where a new hedgerow will be planted.

The red rectangle is the area where the group requested the Outdoor Team cut back to allow better visibility and to clear the pathway. This work has been done.

4. It was also agreed at the meeting that soil samples should be taken to ensure DTC plant the correct type of native trees/hedgerows for the soil type and that the Outdoor Team would install bollards along the pathway to deter vehicles from parking there.
5. Samples of the soil were taken and tested w/c 14<sup>th</sup> February 2022. Results have not yet been received.



6. The bollards were completed w/c 14<sup>th</sup> February at a rough cost of £40. The Outdoor Team used posts found whilst clearing the area and recycled them. They were the original fence posts found in the hedgerow which had been cleared, next to the skatepark. The only cost was for cement.
7. The application deadline for this round of funding from TOE is 20<sup>th</sup> April 2022.
8. The Environment and Climate Committee resolved at their meeting on 13<sup>th</sup> September 2021, to investigate funding options for a Jubilee Tree Planting project, which would include planting native trees and hedgerows in Ladygrove.
9. A virtual meeting with a representative from TOE was held on 11<sup>th</sup> January 2022, where the project was discussed. It was confirmed that DTC's Jubilee planting project would fit the criteria for funding.
10. The Environment and Climate Committee was updated on 17<sup>th</sup> January 2022, and it was resolved to arrange a site visit to confirm the exact location of the planting.
11. A site visit was arranged for 27<sup>th</sup> January 2022 where 2 locations were chosen. The Cllrs agreed to plant 2 small, wooded areas (as marked in the picture on previous page) and a hedgerow along the boundary line behind the skatepark.

12. All trees and hedges would be native and should be suitable for the soil type.

13. The PEO liaised with the new OSM about what companies could quote for the trees, hedges and accessories which would be needed for the application (DTC will need to supply 3 quotes with the TOE application). This should include everything which will be needed for the project (support stakes, netting etc).

14. Four companies were asked to quote for the following:

Trees:

25 Hornbeam (2m)

30 Oak (2m)

6 Alder

6 Crab Apple

10 Hazel (2m)

4 Birch (2m)

6 Elm (2m)

Hedgerow (will need approximately 310 saplings) a mixture of:

Hawthorn

Dog Rose

Euonymus Europeas

Viburnum Opulus

Elder

Prunus Spinosa

15. As of 15<sup>th</sup> March 2022, only two companies had supplied quotes:

**Company 1 - £5,457.53 (ex. VAT)**

Quantity	Plant name	Size	Reference	Price	Disc.%	Amount	
						£	
6	Acer campestre	15L 4-6-8cm	sub for elm	60.00	15.00	306.00	T1
6	Alnus glutinosa	15L 4-6-8cm		55.00	15.00	280.50	T1
4	Betula pendula	15L 4-6-8cm		55.00	15.00	187.00	T1
25	Carpinus betulus	15L 4-6-8cm		60.00	15.00	1,275.00	T1
30	Cornus sanguinea	60-80cm BR	hedge	0.00	15.00	0.00	T1
30	Corylus avellana	60-80cm BR	hedge	0.00	15.00	0.00	T1
10	Corylus avellana	15L 150-175cm		55.00	15.00	467.50	T1
192	Crataegus monogyna	60-80cm BR	hedge	0.00	15.00	0.00	T1
30	Euonymus europaeus	60-80cm BR	hedge	0.00	15.00	0.00	T1
30	Prunus spinosa	60-80cm BR	hedge	0.00	15.00	0.00	T1
30	Quercus robur	10L 175-250cm		75.00	15.00	1,912.50	T1
312	Canes	0.9m		0.16	15.00	43.68	T1
1	Delivery	Purple		40.00		40.00	T1
312	Rabbit Guard	0.6m		0.34	15.00	90.48	T1
71	Stake Packs	Single Stake Pack		5.38	15.00	324.47	T1
78	Natural Mix Hedge x 1m	60-80cm BR		8.00	15.00	530.40	T1
Sub-total						5,457.53	
20.00 % VAT (T1):						1,091.51	
<b>Total</b>				<b>£</b>		<b>6,549.04</b>	



**Company 2 - £5,227.67 (ex. VAT)**

Quantity	Plant name	Size	Price	Amount £
6	Acer campestre Sub for Elm trees	10 litre 175-200cm	45.00	270.00
6	Alnus glutinosa Alder trees	Root wrap 175-200cm	16.80	100.80
4	Betula pendula Birch trees	10 litre 175-200cm	50.00	200.00
25	Carpinus betulus Hornbeam trees	20 litre 225-250cm	95.00	2,375.00
25	Carpinus betulus Sub for Prunus spinosa hedge	Bare root 40-60cm UK405	1.25	31.25
10	Corylus avellana Hazel trees	Root wrap 200-250cm	30.00	300.00
185	Crataegus monogyna Hawthorn hedge	Bare root 40-60cm	0.96	177.60
25	Euonymus europaeus hedge	Bare root 40-60cm 1+1	1.08	27.00
40	Treeshelter Stake	1.5m x 32mm x 32mm	1.20	48.00
25	Tree stake	1.8m x 50mm Machine Round, Pointed UC4	4.50	112.50
6	Malus 'Mokum' Crab Apple trees	Root wrap 200-250cm	39.60	237.60
30	Quercus robur Oak trees	5 litre 150-175cm	33.00	990.00
25	Sorbus aucuparia Sub for Elder hedge	Bare root 30-40cm 1+0	0.72	18.00
25	Viburnum opulus hedge	Bare root 30-40cm	1.80	45.00
22	Spiral Guard	60mm x 50mm, Transparent	0.46	10.12
310	Spiral Guard	60mm x 50mm, Transparent	0.46	142.60
310	Bamboo cane	90cm (12/14 lbs)	0.17	52.70
22	Bamboo cane	90cm (14/16 lbs)	0.25	5.50
25	Rosa (o) canina Dog rose hedge	Bare root 40-60cm UK403 1+1	1.08	27.00
40	Supersoft Tree Tie	30cm x 12mm (12")	0.80	32.00
25	Supersoft Tree Tie	37cm x 20mm (15")	1.00	25.00

Date: 3-3-2022

Page: 2

<b>Total</b>	£	<b>5,227.67</b>
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## Recommendations

16. The Committee should consider allowing Officers to pick the most suitable tree supplier to proceed with the application. Quotes have come in at very similar prices, but the new OSM has in depth knowledge of trees and will be able to recommend which supplier would be best.

Closing date for the TOE application is 20<sup>th</sup> April 2022.

17. The Committee should still consider planting an avenue of trees and its location, as per Cllr P Davies' original proposal to the Committee on 13<sup>th</sup> September 2021. Investigations with SODC and other groups should resume once the new OSM is in post.

## Legal Implications

18. The Town Council manages the land on behalf of South Oxfordshire District Council. The lease runs for ninety-nine years from 6<sup>th</sup> August 1997 (the lease will expire on 6<sup>th</sup> August 2096).
19. The approved use of this land in the agreement is as a sporting recreation and nature park.
20. Section 3.16 of the agreement states:  
  
*3.16 To keep any part of the Property which is not built upon (**"the Open land"**) adequately surfaced in good condition and all landscaped areas properly cultivated.*
21. Didcot Town Council will need to ensure any new trees planted in this area are done correctly and are safe and secure.
22. When looking into planting an avenue of trees in collaboration with another authority/group, land ownership would need to be verified and permissions granted.

## Financial Implications

23. The purchase of the trees/hedge for the Queen's Green Canopy/Jubilee Planting will be covered by a TOE grant if the application is successful.
24. Ongoing maintenance of the site could be included within the Outdoor Services Staff normal work schedules.
25. Investigations for funding of the avenue of trees will be needed once locations etc are determined.

## Risk Implications

26. Didcot Town Council will need to ensure that measures are taken to support the trees securely. This may involve fencing the area off in the short term to defer vandalism.  
Specific guards will be added to deter animal activity which could damage the trees.

**Summary of the meeting held at Ladygrove Fields on 27<sup>th</sup> January 2022.**

In attendance:

Councillors:  
A Macdonald  
P Davies  
P Siggers  
D Rouane  
A Hudson

Officers:  
D Furby  
M Blake  
L Blake



The decisions from the site meeting was as follows:

1. The red stars show the suggested locations for two small wooded areas for the Queen's Green Canopy/Jubilee.
2. The red line shows the suggested location for a new hedgerow on the boundary, which can also be included with the funding of the trees.
3. The red rectangle shows the area which the Outdoor Team have been asked to cut back. As mentioned by the Outdoor Supervisor and his Deputy who attended the meeting, this will involve hiring a chipper as it is fairly overgrown and well established.
4. The blue line is where it has been agreed that the Outdoor Team will cut back by approximately 2m to keep the pathway clear.

5. The opposite side of the blue line is where the brambles are. It has been agreed that the team could trim the brambles back a little and cut the areas immediately underneath the trees, growing amongst the brambles, leaving the majority of the area untouched.
6. The need for bollards to deter vehicles parking on the grass/roadside/pathway. The PEO will liaise with the Outdoor Supervisor and see about getting some quotes for this.
7. The Outdoor staff suggested it would probably be a good idea to have a soil sample tested prior to planting. That way DTC would know exactly what the soil is like, and which trees would grow best in the areas.

## Environment and Climate Committee 21<sup>st</sup> March 2022

Report Author: Lucy Blake & Stuart Mundy



## Litter pick project for Didcot report

### Introduction

1. Didcot Town Council usually hold an annual litter pick in the town for the Great British Spring Clean. Unfortunately, this has not been possible for the past 2 years due to the covid-19 pandemic.
2. It is hoped that Didcot Town Council can act as a 'litter pick hub' for the town, where litter pick events can be monitored and plotted on a map and diary, to ensure areas are not doubled up and work in collaboration with SODC and the community or organise these events.
3. Aims of this proposal is to get more people involved in keeping Didcot tidy and to create civic pride within the town. Not only will this project educate the town, but it will improve the town's appearance too.

### Background

4. The Environment and Climate Committee would usually litter pick locations within the town and Officer's would encourage volunteers to participate. Equipment was borrowed from Biffa and turnout and feedback on these events were always positive.
5. The Projects and Services Officer (PSO) created a 'Didcot Litter Heroes' Facebook and Instagram account prior to working for the Town Council and organised his own litter pick within the town. This was advertised on social media.
6. The PSO is keen to create an ongoing litter pick project/event for Didcot, where members of the community can get involved. This would include all the local schools. It is hoped that DTC could supply the equipment needed.



7. The Town Council would take ownership of the project but would hope to have volunteers 'manage' and take responsibility for the different areas in the town.

These litter picker monitors would inform DTC of the planned events in their areas so that this could be recorded on a map/diary.  
Equipment could be lent to the groups, but a deposit would be needed to ensure the equipment is brought back/covered if there has been any damage.

## **Legal Implications**

8. Section 89(1) of the Environmental Protection Act 1990 places a duty on certain bodies to ensure that their land (or land for which they are responsible) is, so far as is practicable, kept clear of litter and refuse.
9. The Town Council will need to ensure they have the correct risk assessments in place and permission from any landowners to allow groups to litter pick on their land.

## **Financial Implications**

10. The Outdoor Services Team will benefit from DTC being a central 'hub' for the town. If the Council knew a big team had litter picked a certain area, the Outdoor Team would not have to spend time doing this and can carry on with their workload, possibly completing more work than first planned for that week. Obviously, sites would still need to be checked regularly.
11. If DTC were to become a central hub for this project, equipment would need to be purchased. The Town Council does have a 'Green Projects' budget (cost centre 1173) which could be used to purchase litter pickers, gloves and additional rubbish bags.
12. It is recommended that DTC take a deposit for the equipment use from the groups of volunteers, to cover any accidental damage/loss.

## **Risk Implications**

13. Didcot Town Council would need to ensure all risk assessments are up to date and accurate for this project.
14. When working in collaboration with other authorities, permissions to litter pick on their land, would be needed.

15. The Council may need to look at writing a specific litter pick volunteer's policy for this project.
16. The Council will need to liaise with Biffa regarding the extra rubbish collection these picks will generate.

## **Recommendations**

17. The Committee is asked to consider whether to:
  - a. Approve funding for this project from the 'Green Projects' cost centre.
  - b. Allow Officers to engage with the community to see if volunteers would be willing to support this project.
  - c. Allow Officers to continue to investigate this project and liaise with community groups, Biffa, SODC and the residents to progress this project.

**Locations of Proposed Future Projects for Shared Cyclepath additions to visible Desire Lines on Ladygrove as proposed to Environment Committee 21<sup>st</sup> March 2022 by Cllr Phil Davies:**

Whilst DTC has limited budget and funding for expenditure on Public Open Space improvements. It would be beneficial to have some projects ready to go should funding options become available. If the below projects are costed up 'oven ready' DTC may be able to jump to secure funding.

Note: all three locations are contained within SODC land. Perhaps DTC could formally request SODC include them in future Public Open Space infrastructure and improvement works.

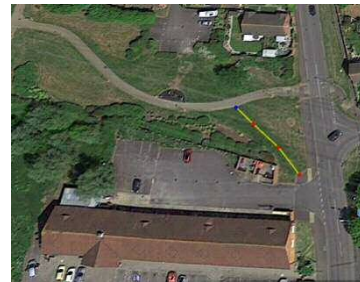
1. To NE of shops on Ladygrove from the crossing point by the rear yard entrance heading NW to the static exercise equipment under the pylons. (Approx 30m.) This is clearly a route that is more desirable than following the path adjacent to Mersey Way before a 90 degree turn back the way people wish to go.

(51°36'51.63N 1°14'06.85W)

'what3words' location positioning

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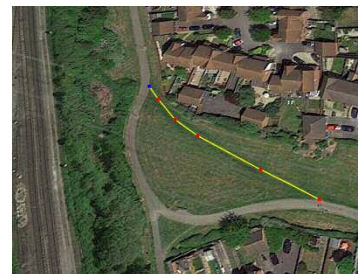


2. Near the NW end of the shared cycleway under the pylons West of Avon way towards foot bridge over the railway in to Southmead.( Approx 68m) This is a route taken by residents to work locations on Southmead and should be encouraged and promoted to assist with the encouragement of cycling and walking for short commutes.

(51°37'11.37N 1°14'39.09W)

///ridge.blush.whimpered to

///buildings.hotdog.romance



3. To widen the 2m wide tarmac path to a 3m wide black paved path from 'Dog poo bin corner' by the SW corner of the football club enclosed land and the path from the end of Bowmont water to the connection at the far NW end under the pylons as it runs adjacent to the railway (around Dagdale Drive area) (Approx 700m). With the imminent arrival of more houses North of the A4130 and the opening up of the existing path next to the stream under the A4130 to those new houses, clearly this route will become a valuable and much utilised route for commuters, school children and shoppers alike to access the Cow Lane underbridge into town. 2m wide will swiftly become insufficient and conflicts between users likely. A minimum width of 3m should be urgently provided to comply with Oxford Cycle Standards & LTN1/20 and certainly before first occupation of any houses in the fields North of Avon Way.

(51°36'58.61N 1°14'40.58W)

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## Environment and Climate Committee

### 21<sup>st</sup> March 2022

Report Author: Lucy Blake



## Splash Park in Edmonds Park update

### Introduction

1. Didcot Town Council resolved to progress the installation of a Splash Park in Edmonds Park, in 2020.
2. The progress of this project had been delayed due to the coronavirus pandemic, but it has since started to progress, alongside the construction of the new Community Pavilion in Edmonds Park.

### Background

3. The Town Council resolved to install a Splash Park in Edmonds Park. The exact location was discussed at the Pavilion and Splash Park Working Group meeting on 10<sup>th</sup> February 2022.
4. At this meeting it was resolved that:
  - a. The Splash Park will use a re-circulating system due to the environmental and financial benefits
  - b. Officers will continue to investigate a potential site at the Wave Swimming Pool with SODC in case this is a more beneficial location
  - c. The preferred location is adjacent to the site which has planning permission for the new Community Pavilion. The vote for the location, was 1 for site 4 near the Wave and 5 for the preferred site alongside the proposed Community Pavilion
5. It was also agreed that the size of Splash Park will be approx. 150m<sup>2</sup> and will consist of a mix of above and below ground water features.

To note the update on the Splash Park in Edmonds Park

6. Officers will create a tender package to be available asap.
7. A site visit with a Splash Park representative planned for 16<sup>th</sup> February had to be cancelled due to illness and was re-arranged for Friday 4<sup>th</sup> March at 10am. All Councillors were invited to attend.
8. The PEO submitted a pre advice application form to SODC on 15<sup>th</sup> February 2022, regarding the need for planning permission for this project. It was hoped that this could be included within the Town Council's permitted development rights.

Confirmation was received on 23<sup>rd</sup> February 2022 which stated that a planning application would need to be submitted for the Splash Park.

9. The PEO had contacted the Manager of the Splash Parks in both Abingdon and Wallingford. It was recommended to refrain from using light colours on the safety surface, because they stain easier.
10. Both Abingdon and Wallingford Splash Parks use a once used system meaning there is a lot of water wastage. Both systems will be replaced in the near future.
11. Two quotes had been received:

**1. Company 1: Estimated £320-325,000.00**

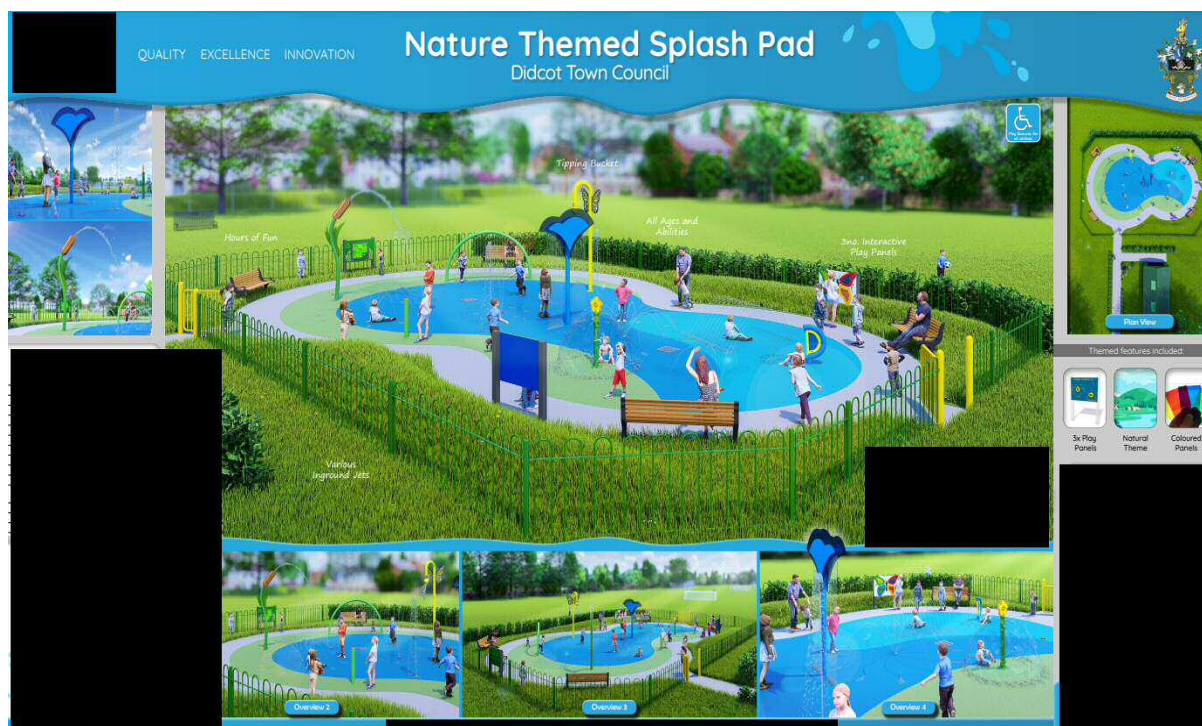
- A Nature themed Splash Park
- Over 20 play features
- 3x Play Panels which sit along the outside of the play park, within the fenced area
- Coloured Panels – Sensory aspect
- Fencing around the Splash Park with 2 gate entrances
- Design supply and installation of the Splash Park
- All plant room design, supply, and installation costs
- Sterilisation of the system
- Water testing/sampling
- First year's commissioning and decommissioning
- Staff Training
- Operating Manual
- Handover with Council Staff to ensure future success
- Project Management of the design and installation team

The estimated cost does not include providing utilities (water, electric and foul) to the plantroom/site.

Lifespan of the rubber safety surface is approximately 5-6 years and replacement costs would be approximately £18-19,000.00.

This also includes water sample and testing on commissioning, but regular, routine testing will need to be done by DTC's Outdoor Team.





## 2. Company 2: £420,000.00 – (265m<sup>2</sup> pad, with 150m<sup>2</sup> play area)

### The quote includes:

- 18 Aquatic play features
  - Detailed design of the Splashpad with builders works interface drawing for the waterplay feature
  - Supply and install M+E equipment – PWTAG LEVEL 2 (Two separate tanks) Compliant (Includes UV disinfection for ultimate water quality and plantroom ventilation)
  - Plantroom – Road containerised enclosure solution
  - Play items - supply and fit aquatic play structures and flush ground sprays as listed above
  - Civils – Ground works associated with the splashpad build i.e. form concrete splashpad base (265 sqm), excavate and install our clean / dirty tanks and associated trenches to the plantroom
  - EPDM – Supply and installation of 265 sqm at 20mm thickness safety surfacing across the splashpad area giving a critical fall height of 600mm as per the above design
  - Water testing/sampling
  - Sterilisation of the system
  - Water Feature commissioning
  - Training of client maintenance staff for the waterplay feature
  - Operation and Maintenance Manual
  - Client Handover
  - Project Management of our design and installation team



**Quote does not include:**

- Client to provide water and electrical services to the plantroom (subject to final design may be reduced):
  - Electricity – 3 Phase + N+E 100-amp power
  - Water – best supply possible (2L per second upwards)
  - Foul Drain
- Plantroom design and construction drawings by others.
- The EPDM safety surfacing will use our standard aromatic resin which may create a brown tinge once cured in high temperatures or bright sunshine. Over a period of time the resin will lose this brown tinge and revert back to its original colour. This process will take approximately 1 year.
- We will hand over the project as fully operational. Should the client wish to postpone the official opening of the Splashpad a separate dedicated visit would be needed to re-sterilize and summarize the feature at a later date which will incur extra charges.
- Grass seeding, watering and general maintenance to be done by others post installation

Extra costs:

- Supply and installation of bow-top fencing around the splashpad perimeter and 2 self-closing gates £12,000.00 (plus VAT).



## **Legal Implications**

12. The Town Council will need to ensure they have the correct and legal right to construct the Splash Park and will need to submit a planning application for it. Any conditions set by the Planning Authority would need to be adhered to.

## **Financial Implications**

13. The original estimated cost of this project was based on costings from 2020. It was inevitable that prices, not only for the supply and fitting of the equipment, but of the utilities, would have increased since then.
14. Costings varied depending on the size of the Splash Park and the number of features included in the designs.
15. Didcot Town Council have a budget for this project of £200,000. This budget was set in 2020 and designed around a once used system. One of the design quotes recently received was for £420,000.
16. If the Council wish to proceed with the Splash Park project, additional funds will need to be found. Funding could be obtained from places such as FCC Communities Foundation etc. Round 2 opened on 16<sup>th</sup> March 2022 and closes at 5pm on 8<sup>th</sup> June 2022.
17. Company one can supply a planning consultant to help with the planning application, the design, drawings and scope of works for a cost of £5,500.

## **Risk Implications**

18. Didcot Town Council have a duty to ensure all buildings, play equipment and facilities are constructed in a safe way and to a high standard.

## **Recommendations**

19. The Committee is asked to consider allowing Officers to organise updated community engagement with residents. Any questionnaires could be advertised on the Town Council's social media accounts, asking the community for their opinions of this project.
20. The Committee is also asked to consider whether to instruct Company one to create a pre-tender design and to support DTC with the planning process, at a cost of £5,500 (as



To note the update on the Splash Park in Edmonds Park

per quote) in order to ensure the process moves forward efficiently. This would involve creating a full design for the planning application and tender process.

If Company one was successful with the tender process and was chosen to build the splash park, £2,500 would be deducted from their final project quote.

21. The Committee should decide whether to propose that the Finance and General Purposes Committee consider allowing Officers to seek the additional funds needed for this project by applying for grants which are available to the Town Council.

The Splash Park project will be under the management of the Property and Facilities Committee in the future.

## Benefits

22. Didcot is a vast and growing town with many more homes being constructed.

23. According to the City Population website, [Didcot](#) had a population of around 30,090 people in 2020, compared to:

<b>Town</b>	<b>Approximate Population in 2020</b> (According to the City Population website)	<b>Size of Splash Park</b>
Abingdon	39,723	Approximately 300m <sup>2</sup> and has all ground features
Wantage	20,182	Approximately 180m <sup>2</sup> and has 9 ground features (roughly)
Wallingford	8,336	Approximately 225m <sup>2</sup> with roughly 14 features

All three towns in this table have their own Splash Park.

## Environment and Climate Committee

21<sup>st</sup> March 2022

Report Author: L Blake



## The paths on the Ladygrove Mounds report

### Introduction

1. A resident had contact Didcot Town Council regarding their concern with the overgrown footpaths on the mounds in Ladygrove.

### Background

2. There are various pathway routes on the mounds, enabling visitors easy access to the top, where there are benches to sit on.

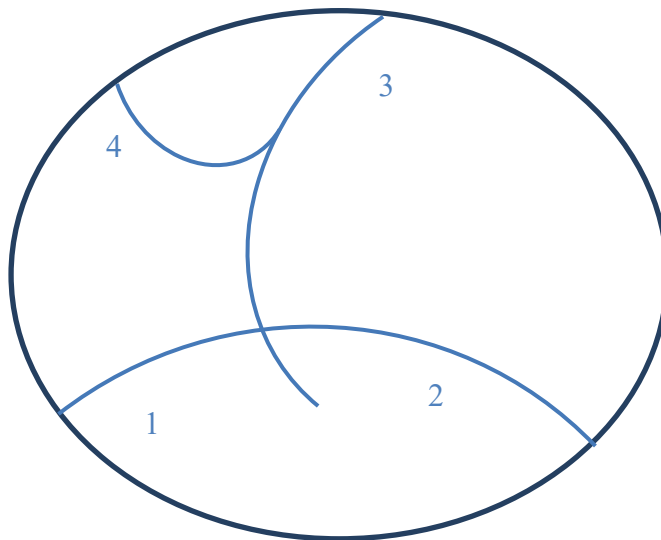


3. Families often take walks up and over the mounds after enjoying time in the play park, before walking down to the lakes. The mounds have a seating area on top.

4. Concerns have been raised regarding the conditions of the paths:



5. The Outdoor Services Supervisor measured the pathways on the mound and the sizes are as follows:



Measurements:  
1 - 135m x 1.3m wide  
2 - 153m x 1.3m wide  
3 - 129m x 1.3m wide  
4 - 107m x 1.3m wide  
Total = 524m

Length x Width = 681.2m<sup>2</sup>

Paths - 40mm deep

Approximately 55 tonnes of subbase and 55 tonnes of self-binding stone/type 1

6. Local building suppliers have been contacted to quote for the materials needed for the re-installation of the pathways. As of 15<sup>th</sup> March 2022, no quotes have been received.
7. To be more cost effective, it is recommended that the Outdoor Team re-install this path, if the Committee choose to do so.

To consider re-installing the paths on the Ladygrove Mounds

In order for them to do that a 1.5 tonne Mini Excavator and a Bomag 71E Drum Pedestrian Roller would need to be hired.

The cost of these for one week are **£250** (ex. VAT) and **£90** (ex. VAT) respectively.

8. The Committee could decide to let the paths 'grass over' which would mean the Outdoor Team remove any edging and leave the paths to cover themselves.

## Legal Implications

9. The Town Council have a duty of care to residents and visitors to the Ladygrove mounds, to ensure the pathways are kept free of hazards and are safe to use.
10. The new OSM will be able to confirm if the Outdoor Team are able to use the equipment needed to carry out the work. If there are specific qualifications needed to use the equipment, an outside company may be needed which will result in additional costs.

## Financial Implications

11. There will be financial costs to re-installing the paths on the mounds. Quotes have been requested and it is hoped they will be available in time for the meeting.
12. The Committee will need to consider where the funds for this will come from if they decide to re-install the paths.

One of the options available to the Committee for consideration is the Green Projects cost centre 1171 – remaining budget (as of 9<sup>th</sup> March 2022) £14,912.

13. If the new OSM confirms that the Town Council's Outdoor Team are able to carry out the work in house, the cost of hiring the machinery needed to reinstall the paths, amount to **£340** (ex. VAT).

## Risk Implications

14. If the paths were to be re-installed, Didcot Town Council would need to ensure the area is 'cordoned off' whilst the Outdoor Team are working.
15. The self-binding stone would be stored on the tarmac car park opposite the mound and should be covered to deter the potential theft of the material.

## **Recommendations**

16. The Committee is asked to consider whether to re-install the paths or to remove the edgings and allow the paths to 'grass over'.
17. If re-installing the paths is agreed and quotes have been shown to the Committee, the Committee should decide which company to work with and allow Officers to progress with this project.



## Environment and Climate Committee

### 21<sup>st</sup> March 2022

Report Author: Lucy Blake



## Wheelchair Inclusive Swing progress report

### Introduction

1. A Councillor Community Grant for £11,798 was applied for at the end of September 2021, to cover the cost of installing a wheelchair inclusive swing in Loyd Recreation Ground.
2. 100% of the application was awarded.
3. The funds were accepted on 17<sup>th</sup> January 2022 and received on 4<sup>th</sup> February 2022.
4. Work on this project is constantly ongoing to ensure that the Council are fully aware of any risks involved and are fully informed on what is the safest way to proceed.

### Background

5. The first Wheelchair Inclusive swing was installed in Sandfield Road Park, in Oxford (opposite the John Radcliffe Hospital). It is fully enclosed.
6. The PEO contacted all the residents who had responded to the open letter to residents, in the hope that a meeting could be arranged to discuss the swing. Unfortunately, it was not possible for everyone to be available at the same time/day, so a questionnaire was sent to them electronically instead.

One resident explained that the swing would need to be fenced in, and lockable, like the swing in Oxford, and a suitable path would be needed to ensure users are not pushing wheelchairs over the grass.

7. The PEO contacted Oxford Direct Services Parks who manage the parks in Oxford City on behalf of Oxford City Council, regarding their wheelchair inclusive swing in the Sandfield Road Park, next to the John Radcliffe Hospital. Awaiting

## RESPONSE

8. The PEO again confirmed with ROSPA on 10<sup>th</sup> March that it was safe to install a wheelchair swing in a public play park. They confirmed that it would not contravene any regulations but that the Council should:
- a. Fully enclose the swing with fences and a gate
  - b. Ensure the swing has a ground lock system and have a separate lock for the gate
  - c. Keep accurate records of key holders
  - d. Ensure signs are installed informing visitors that the equipment should only be used under supervision (at all times)
  - e. Safety surfaces should be either rubber bonded mulch or wet pour

ROSPA did explain that CCTV would be a good idea in a park with this equipment.

## Legal Implications

9. The Town Council, as the local authority, have due regard under the Equalities Act of 2010, section 149 (particularly points 1 & 4), to ensure inclusivity and accessibility:

*“149. Public sector equality duty*

*(1) A public authority must, in the exercise of its functions, have due regard to the need to—*

- a. eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
- b. advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
- c. foster good relations between persons who share a relevant protected characteristic and persons who do not share it’*

*‘(4) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons’ disabilities.’*

10. Didcot Town Council will need to ensure that any structure installed on any land owned by the Council, is secure, insured, and safe and is routinely inspected. Signs will be installed to ensure users know that supervision is needed at all times.
11. ROSPA confirmed on 10<sup>th</sup> March 2022 that there are no legal requirements/regulations stating that a wheelchair inclusive swing could not be installed in a public play park, contrary to recent advice from some Playground Manufacturers.
12. Due to the updated advice from ROSPA, the PEO contacted the original two

companies who quoted for the work, and asked that they revise their original quote to include the safety surface change and additional fencing (a wetpour pathway from the entrance gate will not be quoted for at the present time, due to the uncertainty of the best/direct route – the new OSM will help with this when he commences employment from 1<sup>st</sup> April 2022).

## Financial Implications

13. The estimated costs of the project last year amounted to £11,798, which included rubber matting as a safety surface. This was the amount awarded and received. The original costs were based on prices at the time of enquiry, which may increase in 2022.
14. If the guidelines from ROSPA were followed, additional funds will be needed to fully secure the swing within fencing, to purchase locks for the gate and to install a rubber bonded mulch/wet pour surface (around/under the swing and for an access path). With the extra lock needed for the gate, additional keys would need to be purchased for the users.
15. A sturdy, wetpour/rubber bonded mulch pathway from the main gate to the swing, will involve an additional cost. Quotes for this work will be asked for once the preferred route is confirmed with the new OSM.
16. There are options open to the Council to find any shortfall in funds. S106 monies, FCC Communities Foundation Grants etc.
17. Adding the swing to the insurance may incur an additional cost.
18. Quotes have been requested for the change to the safety surface and additional fencing.

## Risk Implications

19. Didcot Town Council have a duty to ensure any equipment provided to residents, is always maintained to a high standard and safe. Regular inspections will be needed.
20. The Town Council would need to ensure only those who genuinely need access to the swing, are given a key.
21. All safety advice from Playground Manufacturers/Installers but most all ROSPA, will need to be followed.
22. All steps advised by the Insurance Company, will also need to be adhered to.
23. There will be risks involved with some visitors to the park trying to access the swing



To consider the Wheelchair Inclusive Swing progress report

area, which potentially result in damage to the equipment or injury. Risk assessments will need to be kept up to date, signage installed throughout the park, and locks will need to be routinely checked.

## **Recommendation**

24. The Committee should decide whether to follow ROSPA's advice and install a wheelchair swing on rubber bonded mulch/wetpour in Loyd Recreation Ground and surround the swing with a secure fence and a lockable gate.
25. The Committee should decide whether to allow Officer's to apply for the extra funding needed to cover the additional cost of the advised safety surface and fencing.

Note- The original companies who quoted for this project have been asked to revise their quotes to include fencing and rubber bonded mulch/wet pour which is hoped to be available for the Committee to consider at the meeting.